

Multnomah Education Service District

Code: **IKF**
Adopted: 10/21/08
Revised/Readopted: 5/18/10; 11/15/11; 2/18/14;
10/18/16; 7/25/17; 9/18/18

Graduation Requirements**

The Board shall establish graduation requirements for the awarding of a regular high school diploma, modified diploma, extended diploma, alternative certificate, which meet or exceed state standards.

A student may satisfy graduation requirements in less than four years. The MESD shall award a diploma to a student fulfilling graduation requirements in less than four years if consent is given from by the student's parent or guardian, or by the student if they are is 18 years of age or older or emancipated.

The MESD shall ensure that students have onsite access to the appropriate resources to achieve a diploma, modified diploma, extended diploma or alternative certificate at each high school. The MESD shall provide age appropriate and developmentally appropriate literacy instruction to all eligible students until graduation.

If the ESD requires diploma requirements beyond the state requirements, the ESD shall grant a waiver for those requirements to any student who, at any time from grade 9 to 12, was:

1. A foster child¹;
2. Homeless;
3. A runaway;
4. A child in a military family covered by the Interstate Compact on Educational Opportunity for Military Children;
5. A child of a migrant worker; or
6. Enrolled in the Youth Corrections Education Program or the Juvenile Detention Education Program.

For any student identified above, the ESD shall accept any credits earned by the student in another school district or public charter school, applying those credits toward the state requirements for a diploma if the credits satisfied those requirements in that school district or public charter school².

Diploma

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits which include at least:

¹As defined in ORS 30.297.

²For a diploma awarded on or after January 1, 2018.

1. Three credits of mathematics (shall include one unit at the Algebra I level and two units at a higher level than Algebra I);
2. Four credits of English Language Arts (shall include the equivalent of one unit in written composition);
3. Three credits of science;
4. Three credits of social sciences (including history, civics, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education; and
7. Three credits in career and technical education, the arts or world language (unit shall be earned in any one or a combination).

The ESD shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in OAR 581-022-2025.

To receive a diploma or a modified diploma, in addition to credit requirements, as outlined in OAR 581-022-2000 and OAR 581-022-2010, respectively, a student must:

1. Demonstrate proficiency in the Essential Skills of Reading, Writing and Apply Mathematics;
2. Develop an education plan and build an education profile;
3. Demonstrate extended application through a collection of evidence;
4. Participate in career-related learning experiences.

Essential Skills

The MESD will allow English Language Learner (ELL) students to demonstrate proficiency in the Essential Skill of Apply Mathematics, in a variety of settings, in the student's language of origin for those ELL students who by the end of high school:

1. Are on track to meet all other graduation requirements; and
2. Are unable to demonstrate proficiency in the Essential Skills in English.

The MESD will allow ELL students to demonstrate proficiency in Essential Skills other than Apply Mathematics, in a variety of settings, in the student's language of origin for those students who by the end of high school:

1. Are on track to meet all other graduation requirements;

2. Are unable to demonstrate proficiency in the Essential Skills in English;
3. Have been enrolled in a U.S. school for five years or less; and
4. Have demonstrated sufficient English language skills using the English Language Proficiency Assessment for the 21st Century (ELPA21)³.

The MESD will develop procedures to provide assessment options as described in the Essential Skills and Local Performance Assessment Manual, in the ELL student's language of origin for those ELL students who meet the criteria above, and will develop procedures to ensure that locally scored assessment options administered in an ELL student's language of origin are scored by a qualified rater.

Essential Skills Appeal

The MESD will establish an appeal process in the event of an appeal for the denial of a diploma based on the Essential Skills graduation requirement. The MESD will retain student work samples and student performance data to ensure that sufficient evidence is available in the event of an appeal.

The MESD may not deny a student, who has the documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers, or of a medical condition that creates a barrier to achievements, the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history.

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma, or an alternative certificate in either four years after starting the ninth grade, or until the student reaches the age of 21, if the student is entitled to a public education until the age of 21 under state or federal law.

A student may satisfy the requirements for a modified diploma, extended diploma or alternative certificate in less than four years but not less than three years. In order to satisfy the requirements for a modified diploma, extended diploma or alternative certificate in less than four years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly state the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the MESD Superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

The MESD may award a modified diploma or extended diploma to a student only upon the written consent of the student's parent or guardian. The MESD shall receive the written consent during the school year in which the modified diploma or extended diploma is awarded. This requirement does not apply to a student who is emancipated or has reached the age of 18 at the time the modified diploma or extended diploma is awarded.

MESD programs may award and Oregon Standard High School Diploma and/or other related diploma options (modified, extended, alternative certificate) as per the requirements identified in Administrative Regulation IKF-AR and based on the approval of the MESD Local Service Plan by the component district school boards.

³This criteria does not apply to student seeking a diploma in 2017-2018.

Beginning in grade five or after a documented history to qualify for an extended diploma has been established, the MESD shall annually provide to the parents or guardians of a student information of the availability and requirements of a modified, diploma, an extended diploma and an alternative certificate.

A student who receives a modified diploma, extended diploma or alternative certificate shall have the option of participating in a high school graduation ceremony with the student's class.

A student who receives a modified diploma, an extended diploma or an alternative certificate shall have access to individually designed instructional hours, hours of transition services and hours of other services that equal at least the total number of instructional hours that are required to be provided to students who are attending a public high school, unless reduced by the individualized education program (IEP) team.

The MESD shall award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an individualized education program ("IEP") completes high school, MESD shall give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a Free Appropriate Public Education ("FAPE") until the age of 21, even if they have earned a modified diploma, extended diploma, alternative certificate or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, extended diploma or alternative certificate is contingent on the IEP team determining the student's continued eligibility and special education services are needed.

MESD shall assess high school students' proficiency in the essential skills using assessment options that are approved by the State Board of Education. The assessment options determine student eligibility for the high school diploma or modified diploma.

Students and their parents shall be notified of graduation and diploma requirements. A school team, including the student's parent(s), or guardian(s), shall decide if a student shall work toward obtaining a regular diploma, modified diploma, extended diploma, alternative certificate, certificate of attendance or completion of a General Education Development document.

Parents or guardians must be involved in the decision to pursue a modified diploma. After students working toward a modified diploma complete the 8th grade, modified diploma information shall be reviewed annually with the student and his/her parents or guardians. A student's team may formally decide to revise a modified diploma decision.

MESD shall review graduation requirements biennially in conjunction with the secondary school improvement plan. Graduation requirements may be revised to address student benchmark performance.

The ESD may not deny a diploma to a student who has opted out of the Smarter Balanced or alternative Oregon Extended Assessment if the student is able to satisfy all other requirements for the diploma. Students who opt-out will need to meet the Essential Skills graduation requirement using another approved assessment option.

MESD shall issue a high school diploma, upon request, to a person who served in the Armed Forces⁴, as specified in Oregon law, if the person was discharged or released under honorable conditions and has received either a General Educational Development, a post-secondary degree or has received a minimum score on the Armed Services Vocational Aptitude Battery.

The ESD shall establish conduct and discipline consequences for student-initiated test impropriety. “Student-initiated test impropriety” means student conduct that is inconsistent with the Test Administration Manual or accompanying guidance; or results in a score that is invalid.

END OF POLICY

Legal Reference(s):

ORS 329.045	ORS 343.295	OAR 581-002-2020
ORS 329.451		OAR 581-022-2025
ORS 329.479	OAR 581-022-1910	OAR 581-022-2030
ORS 332.114	OAR 581-022-2000	OAR 581-022-2115
ORS 334.125(7)	OAR 581-022-2010	OAR 581-022-2120
ORS 339.115	OAR 581-022-2015	OAR 581-022-2505
ORS 339.505		

Test Administration Manual, published by the OREGON DEPARTMENT OF EDUCATION (2017-18).

Essential Skills and Local Performance Assessment Manual, published by the OREGON DEPARTMENT OF EDUCATION (JANUARY 22, 2018)

MESD Policy Cross Reference(s):

IG - Instructional Design
JA/JAA - Student Policies, Goals and Objectives
JECD - Assignment of Students to Classes
JFE - Pregnant Students
JFF - Married Students

⁴The policy applies to any person who:

1. Served in the Armed Forces of the U.S. at any time during:
 - a. World War I;
 - b. World War II;
 - c. The Korean Conflict; or
 - d. The Vietnam War;
2. Served in the Armed Forces of the U.S. and was physically present in:
 - a. Operation Urgent Fury (Grenada);
 - b. Operation Just Cause (Panama);
 - c. Operation Desert Shield/Desert Storm (Persian Gulf War);
 - d. Operation Restore Hope (Somalia);
 - e. Operation Enduring Freedom (Afghanistan); or
 - f. Operation Iraqi Freedom (Iraq);
3. Served in the Armed Forces of the U.S. in an area designated as a combat zone by the President of the U.S.